

***Indoor Air Quality Tools for Schools***  
**Great Start Awards Program**  
**Application Form**

**Evaluation Criteria**

- “Commitment to School Health” Certificates will be awarded to all schools/school districts that agree to adopt the *IAQ Tools for Schools* Program and Kit as a means of improving IAQ. This award is for schools that have just received the Kit and are in the beginning stages of moving forward with implementation of the Program.
- Schools/school districts must name an IAQ Coordinator and/or establish an IAQ Team.
- A letter of intent is required acknowledging participation from the principal or superintendent, to demonstrate investment and commitment.
- EPA will provide a “Welcome” Letter to each committed school/school district. Information about how to access other *IAQ TFS* resources and the *IAQ TFS* Bulletin will also accompany the letter.

**Application Form**

**Basic Data**

Please provide the information described below.

<b>Name of Key Contact(s) or IAQ Coordinator</b>	
<b>Name of School or School District</b>	
<b>Address</b>	
<b>Phone/Fax Numbers</b>	
<b>E-mail Address</b>	
<b>*Physical Description of Building (area, layout, condition, style)</b>	Add additional information on separate sheet if necessary.
<b>*Construction Date</b>	
<b>*Description of HVAC system</b>	Add additional information on separate sheet if necessary.
<b>Number of Students</b>	
<b>History of IAQ problems/concerns</b>	Add additional information on separate sheet if necessary.
<b>How your school or district became involved in <i>IAQ</i></b>	Add additional information on a separate sheet if necessary.

## How to Apply

Interested candidates should complete the attached application. Applications will be evaluated based on the established criteria. The criteria and application forms can be found on our web site at [www.epa.gov/iaq/schools](http://www.epa.gov/iaq/schools). For specific questions contact Michele Guarneiri at (202) 564-9099 or [guarneiri.michele@epa.gov](mailto:guarneiri.michele@epa.gov).

## Receiving of Applications

All applications may be submitted by either of the following options: U.S. Mail, facsimile, electronically or special delivery services (Federal Express, United Parcel Services, etc.). Candidates should use the application form as a template for providing EPA with the essential program information needed to evaluate their candidacy.

U.S. Mail:     ATTN: IAQ Tools for Schools Awards Coordinator  
                  The Cadmus Group, Inc.  
                  1901 North Fort Myer Drive  
                  Suite 900  
                  Arlington, VA 22209

Facsimile:     (703) 247-6001

Electronically:     [Awardscoordinator@cadmusgroup.com](mailto:Awardscoordinator@cadmusgroup.com)

Special Delivery Services:     ATTN: IAQ Tools for Schools Awards Coordinator  
  The Cadmus Group, Inc.  
  1901 North Fort Myer Drive  
  Suite 900  
  Arlington, VA 22209  
  (703) 247-6000